

**COUNTY OF SAN DIEGO, CALIFORNIA**  
**BOARD OF SUPERVISORS POLICY**

**Subject**

Identification and Use of County Discretionary Appropriations

**Policy  
Number**

B-49

**Page**

1 of 3

**Purpose**

To establish a Board Policy which (1) sets forth the parameters for the allocation and use of County monies which are provided solely at the discretion of the Board of Supervisors and, (2) provides for the mechanism, by which the Board is apprised by County departments of the proposed use of such monies.

**Background**

There has been a lack of definitive policy for the application of County discretionary appropriations. As a result, there has been little consistency in the guidelines applied by departments in proposing and funding programs with respect to the degree of discretion the Board of Supervisors has in providing them. In order for the Board to allocate County resources, it is desirable that a policy be adopted for the use and identification of discretionary monies.

**Definitions**

In order to further clarify the content of this policy the following definitions are used:

Overmatch refers to the support of those programs which (1) are funded in part by an outside source; (2) are required by the funding source to contain a specific County matching contribution; and (3) contain a level of County support beyond that required match.

Discretionary Appropriations/Monies refers to the support of those programs which (1) are financed in whole or in part by County monies; (2) are not mandated by State or Federal law either in terms of the program's existence or its level of service; (3) are mandated programs but do not have mandated level of service; and (4) do not contain County matching dollars as a requirement for receipts of outside funding, e.g., grants and subventions.

**Policy**

It is the policy of the Board of Supervisors that:

1. County overmatching dollars will be appropriated only in situations when failure to provide the overmatch would result in higher County costs to provide services which are either mandated or determined to be essential by the Board. Monies will be appropriated only at the specific direction of the Board when a service is found by the Board to be of overriding benefit or necessity.

**COUNTY OF SAN DIEGO, CALIFORNIA**  
**BOARD OF SUPERVISORS POLICY**

**Subject**

Identification and Use of County Discretionary Appropriations

**Policy  
Number**

B-49

**Page**

2 of 3

2. The annual submittal of the County Proposed Program Budget to the Board of Supervisors will clearly delineate:

- a. Those activities which are supported in part by overmatch dollars and the amount of that overmatch.
- b. Those activities which are supported in whole or in part by County discretionary monies and the amount of that allocation.
- c. The consequences in terms of service provision of a failure to provide the overmatch and/or discretionary support levels.

3. Departments proposing programs for Board consideration outside of the annual budget process will include a discussion of any overmatch and discretionary monies, their amounts and the consequence of County failure to provide them. Usage of discretionary resources will also require a waiver of Board of Supervisors Policy A-91 (Mid-Year Budget Changes) and B-51 (Grants, Awards and Revenue Contracts - Department to Certify that Project would be Worthy of County Financial Support).

**Procedure**

1. The discussion portion of each proposed program budget will include a section entitled General Fund Detail which describes:

- a. Any activity supported by County matching dollars required by an outside funding source as a condition of receipt of a grant or subvention, and the amount of the match.
- b. Any County monies in addition to the matching requirement described above and the consequences of failure to provide that overmatch.
- c. Any activity which is proposed to be supported in whole or in part by County discretionary monies, the amount of that allocation and the consequences of failure to provide it.

2. New or modified programs proposed to the Board for consideration outside of the annual budget process will include in the discussion section of the Board letter, the items outlined in (a), (b) and (c) above.

**COUNTY OF SAN DIEGO, CALIFORNIA**  
**BOARD OF SUPERVISORS POLICY**

**Subject**

Identification and Use of County Discretionary Appropriations

**Policy  
Number**

B-49

**Page**

3 of 3

Sunset Date

This policy will be reviewed for continuance by 12-31-01.

Board Action

1-6-81 (15)

11-6-84 (21)

7-26-88 (43)

12-12-89 (49)

6-5-90 (43)

10-23-90 (45)

12-18-90 (50)

2-26-91 (24)

5-15-96 (11)

CAO Reference

1. Chief Financial Officer/Auditor and Controller